


FROM	NAME & TITLE	ERIC W. TISO, SITE PLAN REVIEW COMMITTEE CHAIR	CITY of BALTIMORE MEMO	
	AGENCY NAME & ADDRESS	LAND USE AND URBAN DESIGN DIVISION DEPARTMENT OF PLANNING 417 EAST FAYETTE STREET, 8 TH FLOOR		
	SUBJECT	SITE PLAN REVIEW COMMITTEE MINUTES FOR MARCH 18, 2009		

TO

DATE:

Date of Distribution: March 23, 2009

Mr. John Thumbi, DOT Traffic
 Captain John Carr, Fire Department
 Mr. Ken Sands, Parking Authority
 Mr. Kirkland Gabriel, DOT TEC
 Mr. Kevin Sullivan, DOT Planning
 Ms. Miriam Agrama, DHCD Plans Examining
 Mr. James Wescott, Finance
 Mr. Geoff Veale, Zoning Administrator
 Dr. Nollie P. Wood J., Mayor's Office

In attendance were Eric Tiso, Wolde Ararsa, Melvin Hicks, Bob Quilter, Anthony Cataldo, Gary Letteron, Jill Lemke, Tamara Woods, Sara Paranilam and Eddie Leon for the Department of Planning; John Thumbi, Kirkland Gabriel, Kevin Sullivan, Daniel Dupree and Robert Ferguson for the Department of Transportation; Ken Sands for Parking Authority; Dr. Nollie Wood, Jr. for the Mayor's Commission on Disabilities. Capt John Carr for the Fire Department, and John Igwe for HCD Plans Examining attended the pre-site plan review meeting.

Agenda

1. 2406-22 East Fayette Street / Construct nine townhouses on the existing foot print
2. 1101 North Wolfe Street / Portable Classroom – Henderson School
3. 5700 Park Heights Avenue / Demolish the existing Baltimore Hebrew University and construct 120 parking spaces
4. 6805 Park Heights Avenue / Revised subdivision and development plan

2406-22 East Fayette Street / Construct nine townhouses on the existing foot print

Zoning: R-8

Plans Date: Not Listed

Block/Lot: 1690/066-074

Urban Renewal: No

Environmental: No

Total Site Area: 108' by 70' (±7,560 sf)

In addition to Committee Members and Planning staff, in attendance was:

- Larry Grubb, Chesapeake Habitat for Humanity: 410-366-1250x115 & larry@chesapeakehfh.org

Project Summary:

2406-22 East Fayette Street are located on the northwest corner of the intersection with North Port Street. Each lot measures 12' by 70', and these properties are currently unimproved.

Comments & Issues:

- **Landscaping:** Nine street trees are proposed along East Fayette Street, and four street trees are proposed along North Port Street. The rear yards of each lot will be paved with permeable paving blocks. Street trees can be spaced at 12' on center, with recommended species of columnar red maples, Bow Hall or Armstrong trees. Consider adding planters or large flower pots in the angled space created along the front faces of the homes. This may brighten the appearance a bit, and not add to the accumulation of blown trash.
- **Parking:** In discussions with the community, it was desirable to attempt to provide some form of parking, even if informal for these homes. However, with only 14.5' of space in the rear yard, vehicles may extend into the 10' alley, blocking traffic. A landscaping design element such as a line of planters, large potted shrubs, or the like should be placed along the rear property lines to discourage such informal parking. The alternative would be to modify the buildings to allow for standard parking spaces, which is impractical in this instance.
- **Accessibility:** 2422 East Fayette Street will be handicapped accessible by ramp. It is desirable that all of the homes meet the City's visitability standards. The front door for 2422 East Fayette Street (Lot #66) will be removed, and steps added to the ramp along North Port Street. This will increase the usable floor space in this home by removing one doorway. The alternative would be to lower this unit to grade-level, which is impractical as it would result in wood construction members being below grade.
- **Minor Privilege:** Verify that the front steps will not require minor privilege (or other approval).
- **Zoning Analysis:** For the proposed nine town homes, the following applies:
 - In this zoning district, single-family dwellings require 750 square feet of lot area per dwelling unit (§4-1106). The lots each contain 860 square feet and so meet this requirement.

- Each dwelling unit requires one off-street parking space (§10-405.1.iv). The Board of Municipal and Zoning Appeals (BMZA) may grant a variance to reduce the required parking by up to 75% (§15-208.b). For one parking space per lot, this would reduce it below half of a parking space, which rounds to none required.
- A minimum rear yard setback of 25' is required. The proposed homes will project to within 14.5' of the rear lot line (§4-1107). If the permitted setback reductions for lots less than 100' in depth, and credit for ¼ of the alley width may be applied, the required rear yard setback would still be 15' (§3-208). The BMZA may grant a variance to authorize a yard or setback that is less than that otherwise required by the applicable regulation (§15-203).
- The maximum lot coverage for single-family dwellings is 60% (§4-1106). In this case, each of the proposed homes will cover ±73% of the lot area. The BMZA may grant a variance to authorize a lot coverage that is more than that otherwise allowed by the applicable regulation (§15-202.b).
- BMZA hearing scheduled for 14 Apr 2009.
- Plan Adjustments/Missing Site Plan Elements:
 - In the General Notes section, list the variances sought, such as maximum lot coverage permitted in the R-8 District (60%), and list the proposed lot coverage, rear yard setback requirement and variance, etc.
 - List Plans date.

Next Steps

- Coordinate with Eric Tiso on the scheduled BMZA appeal for this project.
- Submit two sets of revised plans, reflecting the above comments.

NOTE

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Traffic Impact Study requirements and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**

Minutes will be e-mailed to: Mr. Larry Grubb

1101 North Wolfe Street / Portable Classroom – Henderson School

Zoning: R-8

Plans Date: 12 Mar 2009

Block/Lot: 1550/001

Urban Renewal: Middle-East URP

Environmental: TBD

Total Site Area: ± 99,595 sf

In addition to Committee Members and Planning staff, in attendance was:

- Fred Thompson, Gower Thompson: 410-532-0101 & gowerthomp@aol.com
- Cathy Miles, EBDI: 443-388-6096 & cathleen.miles@ebdi.org
- Paul Weiner, EBDI: 410-234-0660 & paul.weiner@ebdi.org
- Ed Thompson, USMAF: 410-453-0853
- Nat Greene, Consultant: 410-215-7558 & martiservices@verizon.net

Project Summary:

1101 North Wolfe Street is located on the east side of the street, between the intersections with East Chase and East Biddle Streets. This property is currently improved with a vacant school building. The applicants propose to locate a modular building on this site to serve as a temporary school building, and should have about a four year span of use. It will serve Kindergarten and first through fifth grades until a new, permanent, school building is built about four blocks away.

Comments & Issues:

- Planning Commission: This project will need to be reviewed by the Planning Commission to approve more than one principal structure on a residential lot.
- Landscaping: The proposed disturbance of the ground will not exceed 5,000 square feet of area, and is generally just the piers of the building, and other places that it contacts the ground. For that reason, it was determined that stormwater management program requirements do not apply. Planning staff will further review the Forest Conservation program requirements to ensure that this project will not require Forest Conservation review. If they do apply, required plantings can be provided at another school site, or alternately may be provided at the future EBDI school site, subject to later Planning review.
- Parking: Five parking spaces, one of which is a handicapped van parking space, off of East Chase Street, near the intersection with North Wolfe Street.
 - The proposed curb cut will require a permit. It is shown at 42' from the point of intersection.
 - Parking variances will be required. For elementary schools, one off-street parking space is required per every two teachers or staff members, plus one space per twelve auditorium (or other public assembly facility) seats.
 - The applicants are cautioned that parking is already a major concern in this area. With the existing Johns Hopkins employees parking in the area, as well as increasing numbers of residents, parking will only become more of a problem in

the immediate future. Please consider providing parking, even in temporary, in the near future to avoid conflicts.

- Accessibility: Ensure that the handicapped accessible ramp does not exceed a 12:1 slope. The flared curb on the proposed curb cut is acceptable.
- Building Code: This building is required to be sprinklered. The piers will need to be of solid construction, and the plans for the modular building sections will need to meet the requirements of the State of Maryland.
- Plan Adjustments: Signage on East Chase Street for drop-off and pick-up area should be coordinated with the Parking Authority, and the drop-off area notation should be removed from the plans.

Next Steps

- Submit two sets of revised plans, reflecting the above comments.
- Schedule for review by the Planning Commission.
- Coordinate with Eric Tiso on the scheduled BMZA appeal for this project.

NOTE

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Traffic Impact Study requirements and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**

Minutes will be e-mailed to: Mr. Fred Thompson

5700 Park Heights Avenue / Demolish the existing Baltimore Hebrew University and construct 120 parking spaces

Zoning: R-5
Block/Lot: 4429-D/012
Urban Renewal: None
Environmental: Forest Conservation
Total Site Area: ±7.045 Acres of land

Plans Date: 12 Mar 2009

In addition to Committee Members and Planning staff, in attendance was:

- Fred Thompson, Gower Thompson: 410-532-0101 & gowerthomp@aol.com
- Ben Gershowitz, Associate Jewish Charities: 410-843-7313 & bgershowitz@associated.org

Project Summary:

5700 Park Heights Avenue is located on the western corner of the intersection with Manhattan Avenue. This property contains ±7.045 acres of land and is currently improved with a Jewish Community Center, Social Services Building, and the Baltimore Hebrew School. The Baltimore Hebrew School will be demolished and replaced with a parking field that will provide an additional 175 parking spaces.

Comments & Issues:

- **Landscaping:**
 - The proposed parking field has too large of an unbroken paved area. Replace one pair of parking spaces with tree planting strips. Of the nine feet of width gained, add 1.5' to the proposed 6' wide tree planters, and add a new 7.5' planter in the middle of the row of each of the three parking rows. This will result in a loss of six of the proposed parking spaces.
 - The existing brick wall with fence top will be extended across the front of the property to the northwest property boundary.
- **Parking:** Seven existing handicapped parking spaces will be removed in the demolition. Four new handicapped parking spaces will be added near the Social Services Building. The total of twelve handicapped parking spaces, of which four are van accessible, is within the required ratio.
- **Entry Drive:** The northwestern entrance from Park Heights Avenue is shown to be widened to 30'.
 - The widening is to accommodate delivery trucks and patrons that often have difficulty maintaining within the drive lane, and damage the curb-line. The widened entrance then narrows back down to the existing 25' width.
 - One-way arrows, stop bars and lane striping should be shown on the plans as required by the Manual on Uniform Traffic Control Devices (MUTCD) 2003 ed. with Ch. 1&2.
 - A curb cut permit will be required to modify this entry drive.

Those listed

Page 7 of 9

Re: SPRC Minutes for 18 Mar 2009

- Historic Preservation: The Baltimore Hebrew School dates from the mid-1950s, but does not have any particularly significant historic features, with the exception of the entrance doorway. If there is a way to preserve the menorah motif, that would be ideal. Consider incorporating it into a monumental identification sign, fence detail, or similar treatment.
- Accessibility: No new building construction is proposed.
- Zoning Analysis: Accessory parking is permitted in this Zoning District, programmed space is being reduced, and overall parking count is increased.
- Plan Adjustments/Missing Site Plan Elements:

Next Steps

- Submit two sets of revised plans, reflecting the above comments.

NOTE

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Traffic Impact Study requirements and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**

Minutes will be e-mailed to: Mr. Fred Thompson

6508 Park Heights Ave / Revised Subdivision and Development Plan

Zoning: R-5

Plans Date: 13 Mar 2009

Block/Lot: 4293/001

Urban Renewal: None

Environmental: Forest Conservation

Total Site Area: ±114,599 sf

In addition to Committee Members and Planning staff, in attendance was:

- Bob Rosenfelt, Colbert Matz Rosenfelt: 410-653-3838 & brosenfelt@cmrengineers.com
- Carla Ryon, Colbert Matz Rosenfelt: 410-653-3838 & cryon@cmrengineers.com
- Isaac Pretter: 917-501-3479 & ipretter@gmail.com
- Stanley Fine, RMG: 410-727-6600 & sfine@rosenbergmartin.com
- Caroline Hecker, RMG: 410-727-6600 & checker@rosenbergmartin.com
- Michael Pokorny, HABC: 410-396-0479 & mpokorny@habc.org
- Gil Horowitz: 443-838-4744 & gil@sagemgmtllc.com
- Ken Gelula, CHAI: 410-466-1990x215 & kgelula@chaibaltimore.org

Project Summary:

6508 Park Heights Avenue is located on the southwest side of the street, approximately 490' northwest of the intersection with Fords Lane. This property contains ±2.6308 acres of land, and was improved with apartments that have since been razed. The proposal is to construct 43 town homes in eight groups. A "tot lot" playground will be provided as an amenity. Units will be 2 ½ stories in height, with a 20' x 36' footprint (2,115 square feet of floor area).

Comments & Issues:

- Prior Review: This project has been reviewed by the SPRC on September 20, 2006, and on February 18, 2009.
- Landscaping: This project has been reviewed for compliance with the Forest Conservation Program.
- Planning Commission: The revised Final Subdivision and Development Plans will need to be approved by the Planning Commission.
- Accessibility: None of the units are shown to handicapped accessible, though the applicant mentioned that it may be possible, at the purchaser's option, to have grade-level entries in the rear to promote visitability.
- Turn-Around: The applicants would like to have a turn-around at the Williamson Avenue end of the project, so that the parking lot can be entered only from Park Heights Avenue, and no through traffic is permitted.
 - The committee debated the merits of allowing for through-traffic or not, and elected to accept the turn-around so long as pedestrian connectivity is provided.
 - The turn around can be reduced in depth to 60' by 20'. These dimensions have been approved by Capt Carr.

Those listed

Page 9 of 9

Re: SPRC Minutes for 18 Mar 2009

- Zoning Analysis: Variances for this project were granted via case 1045-06X. Additional variances were approved via case 127-09X on March 17, 2009. For 43 dwelling units, 43 parking spaces are required, 97 are provided which meets this requirement.
- Plan Adjustments:
 - Show four trash pads, two per side, and do not use the area in front of the proposed lot.
 - Adjust turn-around to 60' x 20', and show additional 5' of greening to be added to landscaping along Williamson Street. This should be sufficient for the turning of a 32' truck.
 - The turn-around area should be clearly shown as a no-parking area either through painted curbs or by "NO PARKING" painted on the surface.
 - Sidewalks that are bicycle and wheelchair accessible should be continued to Williamson Street, and over to Midheights Road before allowing a connection across Williamson Street.

Next Steps

- Submit two sets of revised plans, reflecting the above comments.
- Schedule for review by the Planning Commission.

NOTE

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Traffic Impact Study requirements and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**

Minutes will be e-mailed to: Mr. Bob Rosenfelt